



COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF ENERGY & ENVIRONMENTAL AFFAIRS  
**DEPARTMENT OF ENVIRONMENTAL PROTECTION**  
SOUTHEAST REGIONAL OFFICE  
20 RIVERSIDE DRIVE, LAKEVILLE, MA 02347 508-946-2700

DEVAL L. PATRICK  
Governor

TIMOTHY P. MURRAY  
Lieutenant Governor

IAN A. BOWLES  
Secretary

ARLEEN O'DONNELL  
Commissioner

June 27, 2007

Board of Selectmen  
Michael Maresco, Chairman  
Town Hall  
870 Moraine Street  
Marshfield, MA 02050

RE: MARSHFIELD  
Marshfield Water Department  
Water Management Act Permit Amendment  
Ferry Street Well #2, Approval  
WM-02, Transmittal #W124890  
Amended Permit #9P-4-21-171.01

Dear Mr. Maresco:

Please find the attached documents:

- Findings of Fact in Support of the Amended Permit Decision; and
- Water Management Act Permit Amendment #9P-4-21-171.01, issued to the Town of Marshfield

If you have any questions regarding the permit, please contact Jan Drake at (508) 946-2841, or by e-mail at [Janice.Drake@state.ma.us](mailto:Janice.Drake@state.ma.us).

Very truly yours,

*This final document copy is being provided to you electronically by the Department of Environmental Protection. A signed copy of this document is on file at the DEP office listed on the letterhead.*

Richard J. Rondeau  
Drinking Water Program  
Bureau of Resource Protection

R/JD/cb

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cc: [Duane.Levangie@state.ma.us](mailto:Duane.Levangie@state.ma.us)  
Gary S. Moran, Regional Director

Amory Engineers, [Djacobsen@amoryengineers.com](mailto:Djacobsen@amoryengineers.com)

Mr. John Patch, Superintendent  
Marshfield Water Department  
870 Moraine Street  
Marshfield, Massachusetts 02050

“This document is important and should be translated immediately”.

Spanish

*Este documento es importante y se debe traducir inmediatamente.*

Portuguese

*Este original é importante e deve ser traduzido imediatamente.*

Italian

*Questo documento è importante e dovrebbe essere tradotto immediatamente.*

Greek

Αυτό το έγγραφο είναι σημαντικό και πρέπει να μεταφραστεί αμέσως.

French

*Ce document est important et devrait être traduit immédiatement.*

Chinese (traditional)

這個文件重要和應該立刻被翻譯。  
这个文件重要和应该立刻被翻译。

**Communication for Non-English Speaking Parties (310 CMR 1.03(5)(a))**



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**Findings of Fact in Support of the Amended Permit Decision  
 Water Management Permit 9P-4-21-171.01**

The Massachusetts Department of Environmental Protection (the Department) has completed its review of the Town of Marshfield's Water Management Act (WMA) permit amendment application to add a new withdrawal location at Ferry Street to its permit to withdraw water from the South Coastal Basin.

**Marshfield's Water Withdrawal History**

Under the Department's WMA Registration #4-21-171.05, the Town of Marshfield is registered for an average annual daily withdrawal volume of 3.07 million gallons per day (MGD). Under the Department's WMA permit program, the Town is permitted for an additional 0.23 MGD until the date of permit expiration, August 31, 2010, for a total combined authorized volume of 3.30 MGD.

The following table presents a summary of all of Marshfield's authorized points of withdrawal, their WMA status (Registered or Permitted), their status (Active, Inactive, Emergency) and the maximum daily average volume that may be pumped from each. This rate, in millions of gallons per day (MGD) is also the individual Zone II rate for each well.

<b>Marshfield - PWSID#4171000</b>			
<b>Registration # 4-21-171.05</b>		<b>Status</b>	<b>Max. Daily Rate</b>
4171000-01G	Mount Skirgo Wellfield, Mt Skirgo Street	Inactive	0.43 MGD
4171000-02G	Parsonage St.Well #1, Main Street	Inactive, Emergency	not specified
4171000-03G	Parsonage St Well #2, Main St	Inactive	not specified
4171000-04G	Furnace Brook #1, Main Street	Active	1.01 MGD
4171000-05G	Furnace Brook #2, Main Street	Active	0.58 MGD
4171000-06G	Furnace Brook #3, Main Street	Active	0.43 MGD
4171000-07G	Furnace Brook #4, Main Street	Active	1.44 MGD
4171000-08G	South River Street Well, So. River Street	Active	0.50 MGD
4171000-09G	School Street Well, School Street	Active	0.50 MGD
4171000-10G	Webster Well #1, Webster Street	Active	0.58 MGD
4171000-11G	Ferry Street Well, Ferry Street	Active	0.58 MGD
4171000-12G	Webster Well #2, Webster Street	Active	0.32 MGD
4171000-13G	Church Street Well, Church Street	Active	0.83 MGD
4171000-14G	Union Street Well #1, Union Street	Active	1.17 MGD
<b>Permit #9P-4-21-171.01, dated 6 October 1997</b>			
4171000-15G	Union Street #2	Active	0.50 MGD

This information is available in alternate format. Call Donald M. Gomes, ADA Coordinator at 617-556-1057. TDD Service - 1-800-298-2207.



In determining the performance standards in Water Management permits, the Department relies primarily upon the stressed basin determinations contained in the Water Resources Commission's (WRC) Stressed Basins Report approved December 13, 2001, and upon future revisions to these stressed basin determinations by the WRC. The Department also conducts reviews of other available research and reports by the United States Geological Survey, the Department's Watershed Water Quality Assessment Reports and any other pertinent reports available for specific river basins.

Marshfield's sources are located in the South Coastal Basin, identified as an unassessed basin in the WRC's **Stressed Basins Report**. The map of stressed basins can be reviewed at the following link: <http://www.mass.gov/dep/water/laws/policies.htm#wmgt> under "Water Management Policies", Flow Stress Map. The Policy and Guidance establish the following performance standards for all permit holders that withdraw water from low stress or unassessed river basins:

- Residential gallons per capita day water use (RGPCD) of 80 gallons or less
- Unaccounted for water (UAW) of 15% or less

While these performance standards represent the minimum standards required for compliance with the Permit, the Department believes that they are reasonable standards for effective water conservation, and, that through the implementation of all the terms and conditions of Water Management permits, Marshfield can exceed the performance standards for RGPCD and UAW.

The Guidance, as revised on January 17, 2006, provides implementation and enforcement guidelines for permitting. It establishes:

- timelines for compliance with the performance standards;
- procedures and requirements for permit holders that fail to document compliance with the performance standards within those timelines.

#### **Finding of Fact for Special Permit Conditions**

In issuing permits, the Department looks primarily at site-specific impacts and other issues specific to the system, such as impacts to nearby streams, wetlands, or other water users, justification of long-term demand projections and the capacity of permitted withdrawal points. The conditions are intended to ensure the efficient use of water and to mitigate the potential impact of withdrawals.

Special Condition 1, **Maximum Authorized Annual Average Withdrawal Volume**, reflects the registered withdrawal volume of 3.07 MGD and a permitted increase of 0.23 MGD for a total authorized withdrawal of 3.30 MGD through August 31, 2010. A footnote to the table of authorized volumes documents that **all registrations, unless application is made to renew them, will expire by January 1, 2008.**

Special Condition 2, **Maximum Authorized Daily Withdrawals from each Withdrawal Point**, specifies groundwater withdrawal rates for each permitted source, based on the Department approved Zone II rates.

Special Condition 3, **Zone II Delineations**, requirement has been met and no further delineations are required as a condition of this permit.

Special Condition 4, **Wellhead Protection**, notes the additional actions to be taken by Marshfield to maintain compliance with these regulations. Specifically, Marshfield is required to add the Ferry Street Well #2 to its Aquifer Protection District map and bylaw before the well can go on line.

*Former Special Condition 5 **South Coastal River Basins Performance Standards** consisted of 5.1 (UAW), 5.2 (Rgpcd ) and 5.3 (Seasonal Water Use) These have been reordered and revised as follows:*

Special Condition 5, **Performance Standard for Residential Gallons Per Capita Day Water Use**, discussed previously. As reported in the 2005 Annual Statistical Report, the RGPCD for Marshfield was 64 gallons. (formerly *Special Condition 5.2*)

Special Condition 6, **Performance Standard for Unaccounted for Water**, discussed previously. As reported in the 2005 Annual Statistical Report, the UAW for Marshfield was 11.8%. (formerly *Special Condition 5.1*)

*Former Special Condition 5.3 **Performance Standard for Seasonal Water Use** has been eliminated*

Special Condition 7, **Water Conservation Requirements**, incorporates the *Water Conservation Standards for the Commonwealth of Massachusetts* reviewed and approved by the Water Resources Commission in July 2006. (formerly *Special Condition 6*)

Special Condition 8, **Requirement to Report Raw and Finished Water Volumes** ensures that the information necessary to evaluate compliance with the conditions included herein is accurately reported.

*The summary of permit conditions above as part of the Department's findings of fact is not intended to, and should not be construed as, modifying any of the Permit conditions. In the event of any ambiguity between the summary and the actual permit conditions, the Permit language shall be controlling.*



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This permit is issued pursuant to the Massachusetts Water Management Act (the Act) for the sole purpose of authorizing the withdrawal of a volume of water as stated herein and subject to the following special and general conditions. This permit conveys no right in or to any property beyond the right to withdraw the volume of water for which it is issued.

**PERMIT NUMBER: 9P-4-21-171.01**

**SOUTH COASTAL BASIN**

**MARSHFIELD:** Town of Marshfield

**ISSUANCE DATE:** October 6, 1997

**DATE OF AMENDMENT:** June 27, 2007

**EXPIRATION DATE:** August 31, 2010

**NUMBER OF WITHDRAWAL POINTS:** 3  
 Groundwater: 3                      Surface Water: 0

**USE:** Public Water Supply

**DAYS OF OPERATION:** 365

**LOCATION(S):**                      **Table 1: Withdrawal Point Identification**

Name	Point ID Code
Union Street Well #2	4171000-15G
Spring Street Well	4171000-16G
Ferry Street Well #2	4171000-**G

\*\*A final Source ID Code will be assigned when the well is constructed and Mass DEP grants the approval to go on-line.

**SPECIAL PERMIT CONDITIONS**

**1. Maximum Authorized Annual Average Withdrawal Volume**

This permit authorizes the Town of Marshfield to withdraw water from the South Coastal Basin at the rate described below in Table 2. The volume reflected by this rate is in addition to the 3.07 million gallons per day previously authorized to Marshfield under Water Management Act Registration for withdrawal from the South Coastal Basin. The permitted volume is expressed both as an annual average daily withdrawal rate (million gallons per day or MGD), and as a total annual withdrawal volume (million gallons per year or MGY) for each five-year period of the permit term.

The Department of Environmental Protection (the Department) bases these withdrawal volumes on the raw water withdrawn from the authorized withdrawal points, and will use the raw water amount to assess compliance with the registered and permitted withdrawal volumes.

**Table 2: Maximum Authorized Withdrawal Volumes**

5-Year Periods		Total Raw Water Withdrawal Volumes			
		Permit		Permit + Registration	
		Daily Average (MGD)	Total Annual (MGY)	Daily Average (MGD)	Total Annual (MGY)
Period One Years 1-5	12/6/1991 to 8/31/1995	0.23	83.95	3.30	1,204.50
Period Two Years 6-10	9/1/1995 to 8/31/2000	0.23	83.95	3.30	1,204.50
Period Three Years 11-15	9/1/2000 to 8/31/2005	0.23	83.95	3.30	1,204.50
Period Four Years 16-20	9/1/2005 to 8/31/2010	0.23	83.95	3.30*	1,204.50*

\* Volumes noted are in effect only if no change to registered volume occurs at the January 1, 2008 registration renewal date.

**2. Maximum Authorized Daily Withdrawals from each Withdrawal Point**

Withdrawals from individual withdrawal points are not to exceed the approved maximum daily volumes listed below without specific advance written approval from the Department. The authorized maximum daily volume is the approved rate of each source. In no event shall the combined withdrawals from the individual withdrawal points exceed the withdrawal volumes authorized above in Special Condition 1.

**Table 3: Maximum Daily Withdrawal Volumes**

Well Name	PWS Source ID Code	Maximum Daily Rate (MGD)
Union Street Well #2	4171000- 15G	0.50
Spring Street Well	4171000-16G	0.40
Ferry Street Well #2	4171000-**G	0.72
	** TBD after well goes on line	

**3. Zone II Delineations**

Department records show that the permitted sources and the active registered sources all have Zone II delineations. No further Zone II work is required as a condition of this permit.

**4. Wellhead Protection**

Department records indicate that Marshfield’s Aquifer Protection District Map and Wellhead Protection Bylaw must be amended to include the Ferry Street Well #2 and its Zone II to fulfill the requirements of the Department’s Wellhead Protection Regulations, 310 CMR 22.21(2). Both changes must be made and submitted to the Department for review and approval prior to the Ferry Street Well #2 going on line.

**5. Performance Standard for Residential Gallons Per Capita Day Water Use**

Marshfield’s performance standard for residential gallons per capita day (RGPCD) is 80 gallons. Marshfield shall be in compliance with the performance standard by December 31, 2009. Marshfield shall report its RGPCD water use annually in its Annual Statistical Report (ASR) and document compliance with this performance standard in its ASR for 2009 and each year thereafter.

Marshfield shall report its RGPCD and the calculation used to derive that figure as part of its ASR including, without limitation, the source of the data used to establish the service population and the year in which this data was developed. See Appendix A for additional information on the requirements if the performance standard for RGPCD is not met.

**6. Performance Standard for Unaccounted for Water**

Marshfield’s performance standard for unaccounted for water (UAW) is 15% of overall water withdrawal. Marshfield shall be in compliance with the performance standard by December 31, 2009. Marshfield shall report its UAW annually in its Annual Statistical Report (ASR) and document compliance with this performance standard in its ASR for 2009 and each year thereafter.

Marshfield shall report its UAW and the calculation used to derive that figure as part of its ASR. See Appendix B for additional information on requirements if the performance standard for UAW is not met.

**7. Water Conservation Requirements**

At a minimum, Marshfield shall implement the following conservation measures forthwith and shall be in compliance with these measures on or before August 31, 2010 – the next permit renewal date. The Department recognizes that Marshfield is currently implementing a number of these requirements. Compliance with the water conservation requirements shall be reported to the Department upon request or by the date of the next Review/Renewal of the permit, unless otherwise noted below.

<b>Table 4: Minimum Water Conservation Requirements</b>	
<b>System Water Audits and Leak Detection</b>	
1.	At a minimum, conduct a full leak detection survey every three years. The first full leak detection survey shall be completed no later than 3 yrs from the date of last documented leak detection survey.
2.	Perform a leak detection survey of the entire distribution system within one year whenever the percentage of unaccounted for water increases by 5% or more (for example an increase from 3% to 8%) over the percentage reported on the ASR for the prior calendar year. Within 60 days of completing the leak detection survey, Marshfield shall submit to the Department for its review a report detailing the leak detection survey, any leaks uncovered as a result of the survey or otherwise, dates of repair and the estimated water savings as a result of the repairs.
3.	Conduct field surveys for leaks and repair programs in accordance with the <u>AWWA Manual 36</u> .

<b>Table 4: Minimum Water Conservation Requirements</b>
<p>4. Marshfield shall have repair reports available for inspection by the Department. Marshfield shall establish a schedule for repairing leaks that is at least as stringent as the following:</p> <ul style="list-style-type: none"> <li>- Leaks of 3 gallons per minute or more shall be repaired within 3 months of detection.</li> <li>- Leaks of less than 3 gallons per minute at hydrants and appurtenances shall be repaired as soon as possible.</li> <li>- Leaks of less than 3 gallons per minute shall be repaired in a timely manner, but in no event more than 6 months from detection, except that leaks in freeway, arterial or collector roadways shall be repaired when other roadwork is being performed on the roadway.</li> </ul> <p>Leaks shall be repaired in accordance with Marshfield’s priority schedule including leaks up to the property line, curb stop or service meter, as applicable. Marshfield shall have water use regulations in place that require property owners to expeditiously repair leaks on their property.</p>
<b>Metering</b>
<p>1. Calibrate all source and finished water meters at least annually and report date of calibration on the ASR.</p>
<p>2. Marshfield reports its system is 100% metered. All water distribution system users shall have properly sized service lines and meters that meet AWWA calibration and accuracy performance standards as set forth in <u>AWWA Manual M6 – Water Meters</u>, by the next permit renewal date.</p>
<p>3. Marshfield shall have an ongoing program to inspect individual service meters to ensure that all service meters accurately measure the volume of water used by your customers. The metering program shall include regular meter maintenance, including testing, calibration, repair, replacement and checks for tampering to identify and correct illegal connections. The plan shall continue to include placement of sufficient funds in Marshfield’s annual water budget to calibrate, repair, or replace meters as necessary.</p>
<b>Pricing</b>
<p>1. Establish a water pricing structure that includes the full cost of operating the water supply system by the next permit renewal date (8/31/2010). Evaluate rates every three to five years and adjust costs as needed. Full cost pricing factors all costs - operations, maintenance, capital, and indirect costs (environmental impacts, watershed protection) – into prices.</p>
<p>2. Marshfield shall not use decreasing block rates. Decreasing block rates which charge lower prices as water use increases during the billing period, are not allowed by M.G.L. Chapter 40 Section 39L.</p>
<b>Residential and Public Sector Conservation</b>
<p>1. Marshfield shall meet the standards set forth in the Federal Energy Policy Act, 1992 and the Massachusetts Plumbing Code.</p>
<p>2. Meter or estimate water used by contractors using fire hydrants for pipe flushing and construction.</p>
<p>3. Municipal buildings</p> <ul style="list-style-type: none"> <li>• By January 1, 2009, submit to the Department a status report detailing which municipally owned public buildings in Marshfield’s service area have been retrofitted with water saving devices (faucet aerators, low flow shower heads and low flow toilets) and which of those buildings have yet to be retrofitted, along with a schedule to complete the retrofitting by January 1, 2002.</li> <li>• On or before January 1, 2012, Marshfield shall ensure that all municipally owned public buildings in the service area are retrofitted.</li> </ul> <p>Note municipally owned public buildings that may be scheduled for rehab or demolition after the January 1, 2012 deadline for completing the retrofits, may with the Department’s approval, be exempted from this condition based on the schedule of work. Status report required above should identify those buildings and schedule for repairs/demolition.</p>
<b>Industrial and Commercial Water Conservation</b>
<p>1. Marshfield shall review the use records for its industrial, commercial and institutional water users and develop an inventory of the largest water users. Marshfield shall develop and implement an outreach program designed to inform and (where appropriate) work with its largest industrial, commercial and institutional water users on ways to reduce their water use by the next permit renewal date. Such outreach plans can include, but are not limited to: information on water audits, meter sizing, water reuse, low-flow plumbing fixtures, mandatory outdoor water use restrictions, suggestions for contacting trade associations for process specific information on water use reductions, and information</p>

<b>Table 4: Minimum Water Conservation Requirements</b>	
	on contacting the Executive Office of Environmental Affairs Office of Technical Assistance for Toxics Use Reduction (OTA) which offers a range of assistance and information to help facilities improve water use efficiency and reduce wastewater discharge. OTA can be contacted at (617) 626-1060 or at <a href="http://www.mass.gov/envir/ota">www.mass.gov/envir/ota</a> .
2.	Upon request by the Department, Marshfield shall report on industrial, commercial and institutional water conservation including the results of its review of water use records for industrial, commercial and institutional water users, the inventory of the largest water users, copies of any outreach materials distributed to industrial, commercial and institutional water users, and to the extent practical, a summary of water use reductions or savings that have resulted. Upon receipt of this report, the Department will take whatever action it deems appropriate to promote the interests of the Water Management Act, including without limitation requiring Marshfield to take additional actions to reduce industrial, commercial and institutional water use.
<b>Public Education and Outreach</b>	
1.	Develop and implement a Water Conservation Education Plan. Marshfield’s Water Conservation Education Plan shall be designed to educate Marshfield’s water customers of ways to conserve water. Without limitation, Marshfield’s plan may include the following actions: <ul style="list-style-type: none"> <li>• Include in bill stuffers and/or bills, a work sheet to enable customers to track water use and conservation efforts and estimate the dollar savings;</li> <li>• Public space advertising/media stories on successes (and failures);</li> <li>• Conservation information centers perhaps run jointly with electric or gas company;</li> <li>• Speakers for community organizations;</li> <li>• Public service announcements; radio/T.V./audio-visual presentations;</li> <li>• Joint advertising with hardware stores to promote conservation devices;</li> <li>• Use of civic and professional organization resources;</li> <li>• Special events such as Conservation Fairs;</li> <li>• Develop materials that are targeted to schools with media that appeals to children, including materials on water resource projects and field trips; and</li> <li>• Make multilingual materials available as needed.</li> </ul>
2.	Upon request of the Department, Marshfield shall report on its public education and outreach effort, including a summary of activities developed for specific target audiences, any events or activities sponsored to promote water conservation and copies of written materials.

**8. Requirement to Report Raw and Finished Water Volumes**

Marshfield shall report annually on its ASR the raw water volumes **and** finished water volumes for the entire water system and the raw water volumes for individual water withdrawal points.

**GENERAL PERMIT CONDITIONS (applicable to all permit holders)**

No withdrawal in excess of 100,000 gallons per day over the registered volume (if any) shall be made following the expiration of this permit, unless before that date the Department has received a renewal permit application pursuant to 310 CMR 36.00.

1. **Duty to Comply** The permit holder shall comply at all times with the terms and conditions of this permit, the Act and all applicable State and Federal statutes and regulations.
2. **Operation and Maintenance** The permit holder shall at all times properly operate and maintain all facilities and equipment installed or used to withdraw water so as not to impair the purposes and interests of the Act.
3. **Entry and Inspections** The permit holder or the permit holder's agent shall allow personnel or authorized agents or employees of the Department to enter and examine any property for the purpose of determining compliance with this permit, the Act or the regulations published pursuant thereto, upon presentation of proper identification and an oral statement of purpose.
4. **Water Emergency** Withdrawal volumes authorized by this permit are subject to restriction in any water emergency declared by the Department pursuant to MGL c 21G ss 15-17, MGL c 150 ss 111, or any other enabling authority.
5. **Transfer of Permits** This permit shall not be transferred in whole or in part unless and until the Department approves such transfer in writing, pursuant to a transfer application on forms provided by the Department requesting such approval and received by the Department at least thirty (30) days before the effective date of the proposed transfer. No transfer application shall be deemed filed unless it is accompanied by the applicable transfer fee established by 310 CMR 36.37.
6. **Duty to Report** The permit holder shall complete and submit annually, on a form provided by the Department, all of the information required by said form including, without limitation, a certified statement of the withdrawal. Such report shall be received by the Department by the date specified on the form each year. Such report must be mailed or hand delivered to:

Department of Environmental Protection  
Drinking Water Program  
Water Management Program  
One Winter Street, 5th Floor  
Boston, MA 02108

7. **Duty to Maintain Records** Marshfield shall maintain withdrawal records and other information in sufficient detail to demonstrate compliance with this permit.
8. **Metering** All withdrawal points included within the permit shall be metered within one year of the date of issuance of the permit. Meters shall be maintained and replaced as necessary to ensure the accuracy of the withdrawal records.

**APPEAL RIGHTS AND TIME LIMITS**

This permit is a decision of the Department. Any person aggrieved by this decision may request an adjudicatory hearing under the provisions of MGL c 30A. Any such request must be made in writing, by certified mail and received by the Department within twenty-one (21) days of the date of receipt of this permit. No request for an appeal of this permit shall be validly filed unless a copy of the request is sent by

certified mail or delivered by hand to the local water resources management official in the city or town in which the withdrawal point is located; and for any person appealing this decision, who is not the applicant, unless such person notifies the permit applicant of the appeal in writing by certified mail or by hand within 5 days of mailing the appeal to the Department.

**CONTENTS OF HEARING REQUEST**

310 CMR 1.01(6)(b) requires the request to include a clear and concise statement of the facts which are the grounds for the request and the relief sought. In addition, the request must include a statement of the reasons why the decision of the Department is not consistent with applicable rules and regulations, and for any person appealing this decision who is not the applicant, a clear and concise statement of how that person is aggrieved by the issuance of this permit.

**FILING FEE AND ADDRESS**

The hearing request, together with a valid check, payable to the Commonwealth of Massachusetts in the amount of \$100 must be mailed to:

Commonwealth of Massachusetts  
Department of Environmental Protection  
P.O. Box 4062  
Boston, MA 02211

The request shall be dismissed if the filing fee is not paid, unless the appellant is exempt or granted a waiver as described below.

**EXEMPTIONS**

The filing fee is not required if the appellant is a city or town (or municipal agency), county, district of the Commonwealth of Massachusetts, or a municipal housing authority.

**WAIVER**

The Department may waive the adjudicatory hearing filing fee for any person who demonstrates to the satisfaction of the Department that the fee will create an undue financial hardship. A person, seeking a waiver must file, together with the hearing request, an affidavit setting forth the facts, which support the claim of undue hardship.

## **Appendix A – Residential Gallons Per Capita Day**

### **I. Compliance Plan Requirement**

If Marshfield fails to document compliance with the RGPCD performance standard in its 2009 ASR, or in any ASR thereafter, then Marshfield must file with that ASR a Residential Gallons Per Capita Day Compliance Plan (RGPCD Plan) which shall:

- a. meet the requirement set forth below in Section II;
- b. include measures to be implemented to meet the performance standard; and
- c. include the schedule for implementing such measures.

The filing of a RGPCD Plan shall not constitute a return to compliance, nor shall it affect the Department's authority to take action in response to Marshfield's failure to meet the performance standard.

If a RGPCD Plan is required, Marshfield must:

- a. submit information and supporting documentation sufficient to demonstrate compliance with its RGPCD Plan annually at the time it files its ASR; and
- b. continue to implement the RGPCD Plan until it complies with the performance standard and such compliance is documented in Marshfield's ASR for the calendar year in which the standard is met.

### **II. Contents of a Residential Gallons Per Capita Day Compliance Plan**

At a minimum, all RGPCD Compliance Plans must include a detailed:

1. description of the actions taken during the prior calendar year to meet the performance standard;
2. analysis of the cause of the failure to meet the performance standard;
3. description and schedule of the actions that will be taken to meet the performance standard; and
4. analysis of how the actions described in c. will address the specific circumstances that resulted in the failure to meet the performance standard.

RGPCD Plans may be amended to revise the actions that will be taken to meet the performance standard. Amended RGPCD Plans must include the information set forth in paragraph above.

At a minimum, all RGPCD Plans for failure to meet the RGPCD performance standard must include implementation of at least one of the following residential conservation programs:

1. a program that provides water saving devices such as faucet aerators and low flow shower heads at cost;
2. a program that provides rebates or other incentives for the purchase of low water use appliances (washing machines, dishwashers, and toilets); or
3. the adoption and enforcement of an ordinance, bylaw or regulation to require the installation of moisture sensors or similar climate related control technology on all automatic irrigation systems.

If Marshfield is already implementing one or more of these programs, it must include in its RGPCD Plan the continued implementation of such program(s), as well as implementation of at least one additional program. All programs must include a public information component designed to inform customers of the program and to encourage participation in the program.

Without limitation, RGPCD Plans for failure to meet the RGPCD performance standard may include the following actions in addition to those outlined in the paragraph above:

- a. the use of an increasing block water rate or a seasonal water rate structure as a tool to encourage water conservation;
- b. a program that provides rebates or other incentives for the installation of moisture sensors or similar climate related control technology on automatic irrigation systems;
- c. the adoption and enforcement of an ordinance, bylaw or regulation to require that all new construction include water saving devices and low water use appliances;
- d. the adoption and enforcement of an ordinance, bylaw or regulation to require that all new construction minimize lawn area and/or irrigated lawn area, maximize the use of drought resistant landscaping, and maximize the use of top soil with a high water retention rate;
- e. the implementation of a program to encourage the use of cisterns or rain barrels for outside watering; and
- f. the implementation of monthly or quarterly billing.

## **Appendix B – Unaccounted for Water**

UAW is defined as the residual resulting from the total amount of water supplied to a distribution system as measured by master meters, minus the sum of all amounts of water measured by consumption meters in the distribution systems, and minus confidently estimated and documented amounts used for certain necessary purposes.

Examples of UAW include, but are not limited to: leakage, meter inaccuracies (unless they fall under the category of adjustment per results of source meter calibration described in the ASR), errors in estimation of stopped meters, unauthorized hydrant openings, illegal connections, data processing errors, and undocumented fire fighting uses.

Examples of uses that can be confidently estimated and documented in writing include storage tank overflow and drainage; water main flushing and flow testing; fire fighting; bleeding or blow-offs; sewer and stormwater system flushing; and cleaning and street cleaning. Generally, leakage is considered to be UAW, however, individual water main breaks can be discounted on a case-by-case basis. Any adjustment in the calculation of UAW made as a result of confidently estimated uses shall be documented as required in the ASR.

### **I. Compliance Plan Requirement**

If Marshfield fails to document compliance with the UAW performance standard in its 2009 ASR, or in any ASR thereafter, then Marshfield must file with that ASR an Unaccounted for Water Compliance Plan (UAW Plan) which shall:

- a. meet the requirements set forth below in Section II;
- b. include measures to be implemented to meet the performance standard; and
- c. include the schedule for implementing such measures.

The filing of a UAW Plan shall not constitute a return to compliance, nor shall it affect the Department's authority to take action in response to Marshfield's failure to meet the performance standard.

If a UAW Plan is required, Marshfield must:

- a. submit information and supporting documentation sufficient to demonstrate compliance with its UAW Plan annually at the time it files its ASR; and
- b. continue to implement the UAW Plan until it complies with the performance standard and such compliance is documented in Marshfield's ASR for the calendar year in which the standard is met.

### **II. Contents of an Unaccounted for Water Compliance Plan**

Marshfield has the choice to file a UAW Plan with measures tailored to the specific needs of its water supply system (Individualized UAW Plan) or a UAW Plan that includes Best Management Practices (BMP UAW Plan).

At a minimum, all UAW Plans must include a detailed:

- a. description of the actions taken during the prior calendar year to meet the applicable performance standard;
  - b. analysis of the cause of the failure to meet the performance standard;
  - c. description and schedule of the actions that will be taken to meet the performance standard;
- and

- d. analysis of how the actions described in c. will address the specific circumstances that resulted in the failure to meet the performance standard.

UAW Plans may be amended to revise the actions that will be taken to meet the performance standard. Amended UAW Plans must include the information set forth in the paragraph above.

#### Individualized UAW Compliance Plan

Without limitation, Individualized UAW Compliance Plans for failure to meet the UAW performance standard may include any of the actions set forth in the BMP UAW Compliance Plan below.

#### BMP UAW Compliance Plan

At a minimum, all BMP UAW Plans for failure to meet the UAW performance standard must include all of the following actions:

- a. within 1 year of filing the UAW Plan, complete a water audit and leak detection survey of the entire system and submit completed audit and survey to the Department; within 1 year of completing the audit and leak detection survey, conduct sufficient repairs to reduce by 75% (by water volume) all leaks detected in the survey; and within 1 year of completing such repairs, conduct additional repairs of leaks detected in the survey as may be necessary to reduce Marshfield's UAW to 10% or less;
- b. implementation of a program that ensures the inspection and evaluation of all water meters and, as appropriate, the repair, replacement and calibration of water meters in accordance with the following schedule:
  - Large Meters (2" or greater) - within 1 year of filing the BMP UAW Plan
  - Medium Meters (1" or greater and less than 2") - within 2 years of filing the BMP UAW Plan
  - Small Meters (less than 1") - within 3 years of filing the BMP UAW Plan
  - Implementation of monthly or quarterly billing within 3 years of filing the BMP UAW Plan, and
- c. within 1 year of filing the UAW Plan, implementation of a water pricing structure that achieves sufficient revenues to pay the full cost of operating the system including, without limitation, the costs of repairs under paragraph a., the costs of meter repairs, replacements and calibrations under paragraph b., the costs of employees and equipment, and ongoing maintenance and capital costs.